



LEA Committee Meeting Agenda

Iowa Department of Public Safety (DPS)
Oran Pape Building, Room 125
215 E. 7th St., Des Moines, IA 50319
Tuesday, September 17, 2019
1:00 PM – 3:00 PM
Conference Call to Listen (866) 685-1580
Code 8617016175



Connie Stufflebeem, Chair
Rob Rotter, Vice-Chair

Adam Arnold, Conservation Officer
Iowa DNR

Jason Barnes, Sheriff
Madison County
Iowa DNR

Michele Bischof, Superintendent
Des Moines Fire Department

Brad Burke, Chief
Carroll Police Department

Rob Dehnert, Asst. Chief
Westcom EMS

Luke Erpelding
Iowa DPS/Communications

Ray Garringer, Chief
Williamsburg Police Dept.

Kenny Hora, Detective
Muscatine County

Heath Hove, Sergeant
Iowa DPS

Chris Maiers, SWIC
Iowa DPS/Communications

Doug McCasland, Director
Warren County E911

Christine Rethmeier, Asst.
Director Pottawattamie County

Scott Richardson
Iowa DPS/Communications

Chad Roberts
Iowa DPS/Communications

Corey Trucke, Sergeant
Ida County Sheriff's Office

Steve Tucker
Iowa DPS/Communications

Paul Vermeer, Chief
Creston Police Dept.

Deborah Vitko, Officer
Iowa DNR

Curtis "Wally" Walser, Deputy
SWIC/Chief
Iowa DPS & Cedar Rapids FD

Steve Ward
Iowa DPS/Communications

Meeting Minutes

Meeting called to order by Chair Stufflebeem at 1:05 p.m.

Conference telephone line was open for public listening and committee members who were unable to attend.

Committee Members Present: Michele Bischof, Luke Erpelding, Heath Hove, Chris Maiers, Doug McCasland, Rob Rotter, Connie Stufflebeem, Steve Tucker, Steve Ward

Committee Members on Conference Line: Brad Burke, Christine Rethmeier

Committee Members Absent: Adam Arnold, Rob Dehnert, Ray Garringer, Kenny Hora, Scott Richardson, Chad Roberts, Corey Trucke, Paul Vermeer, Deborah Vitko, Curtis "Wally" Walser

Guest Attendees: Hollie Davidson

Call to Order

Meeting called to order by Chair Connie Stufflebeem at 1:05 p.m.

Welcome Remarks (Chair Stufflebeem)

Chair Stufflebeem welcomed the Committee, and introductions were made.

Review Action Items from Last Meeting

1. Updates from Operations Committee (Michele Bischof)

- Proposal policy regarding regional calling was drafted and distributed to ISICSB members. The Operations Committee sent the draft out for comment and waiting for comments to be returned.
- Operations Committee is progressing on the control station and stand-alone control station policy and amended policy. This was sent out for comment and changes were received.

2. Update on co-location site progress (Chair Stufflebeem)

- Most of the co-location site is completed. The Woodward site is the only one set-up as of date
- LEA will continue to be available at these co-located sites
- We have been advised by LEA Channel users that the Burt (Kossuth Co) LEA site is no longer used and may be shut off soon. Turning this site down will not occur until all testing has been completed and it is confirmation that it is no longer necessary and being used.
- In collaboration with Motorola, progress of the co-located sites is moving along on scheduled

3. Update on control stations (SWIC Maiers)

- As of date, Keokuk has not received their consolettes, and there are a few technical problems with Des Moines County and Cedar City
- Most control stations have been installed at the PASP's
- Test calling is in progress
- PSAP training materials are being developed. Christine Rethmeier asked if closed captioning could be added to the training material.
- Any web-based training videos will include closed captioning as requested by several PSAPs
- HSEMB approved providing consolettes for Iowa universities
- PSAP test calls are conducted over the course of two days and are spaced approximately ten minutes apart
- Approximately two test calls are completed each month
- Chair Stufflebeem requests SWIC Maiers to develop a map depicting test call data. Operation Chair Bischof asked for the map to be shared with the Operation Committee

4. Report on the call group data and provide statistics (SWIC Maiers)

- No hard numbers yet regarding regional call use
- Approximately 40 PSAPs have answered out of 98 orders

5. Update on discussions with area RICs regarding LEA Updates (SWIC Maiers)

- SWIC Maiers reports that area RICs are actively updated regarding LEA. That he was unable to attend RIC 4 and RIC 5 meetings

6. LEA Decommissioning (Chair Stufflebeem)

- Committee agreed to replace the phrase “LEA decommissioning” with the phrase “LEA reassignment”
 - ISICSB agreed to the above amendments made to the LEA statement, and the finalized statement was distributed and posted to the ISICSB website
 - LEA Committee agreed to the following regarding the LEA announcements:
 - Announcements to occur at 3 am, 10 am, 8 pm three times daily one time each month until end of June 2020
 - Announcements will be both broadcast and teletype
 - Announcements to begin once a month in November 2019 and increase to weekly on July 1st, 2020
 - State Radio will read the announcement over the LEA channel
 - LEA countdown timer will be developed for the ISICSB website
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Open Discussion

Action Items for Next Meeting

- Operations Committee update (Michele Bischof)
 - Co-location site update (Chair Stufflebeem)
 - Control-station update (SWIC Maiers)
 - Call testing map (SWIC Maiers)
 - Develop LEA announcement to relay to dispatchers (Luke Erpelding, Steve Ward)
 - RIC update (SWIC Maiers)
 - Blake DeRouchey to distribute LEA statement to all PSAP managers (SWIC Maiers)
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Next Meeting

Tuesday, October 15, 2019 @ 1:00 p.m.

Adjournment

Meeting adjourned at 2:11 p.m.